

# Port of Umpqua

Regular Meeting Minutes  
Wednesday, August 21, 2019 at 7 p.m.  
Port of Umpqua Annex  
1841 Winchester Ave  
Reedsport, OR

*THESE MINUTES ARE FINAL and APPROVED.*

## **Commissioners Present:**

President Keith Tymchuk  
Vice President Carey Jones  
Secretary Barry Nelson  
Treasurer Lee Bridge

## **Port Staff Present:**

Port Manager Charmaine Vitek  
Administrative Assistant Karen Halstead

*NOTE: All items handed out at the meeting are available for view by request.*

## **Proceedings:**

The meeting was called to order at 7 p.m. by President Keith Tymchuk.

### **APPROVAL OF AGENDA:**

There was one addition to the agenda, item #5 – S.T.E.P. Proposal. Commissioner Tymchuk made a motion, 2<sup>nd</sup> by Commissioner Jones to approve the agenda as amended. Motion passed by unanimous vote.

### **APPROVAL OF MINUTES:**

Commissioner Nelson made a motion to approve the meeting minutes from July 17, 2019 as drafted and presented, 2<sup>nd</sup> by Commissioner Bridge. Motion passed by unanimous vote.

### **APPROVAL OF BILLS:**

Commissioner Nelson moved to approve payment of checks in the amount of \$5,012.85 to be paid out of the General Fund, 2<sup>nd</sup> by Commissioner Jones. Motion passed by unanimous vote.

### **PUBLIC COMMENT:**

There was none.

## **REGULAR BUSINESS:**

### **1. Oregon Professional Real Estate Group, Inc. signage – Norm Lacey**

Oregon Professional Real Estate Group recently leased the full middle quad in the Winchester Building. Norm Lacey, who is a part of the group, provided handout examples of the signage they would like to put on the building.

**Norm Lacey:** Gave a brief history of how the group came to be in Reedsport. The Winchester Building is a great location but they are against some challenges in getting their name out to the public. They have made good use of the web but another important factor is having good signage. The samples Norm provided included signage on one of the front Winchester Ave. windows and that similar to what The Port currently has. Norm felt that their signage could also help promote office space availability to others in the community who may be looking.

- ✓ **Commissioner Nelson made a motion to allow Oregon Professional Real Estate Group, Inc. to have signage on the building, 2<sup>nd</sup> by Commissioner Bridge. Motion passed by unanimous vote.**

### **2. Security Camera's - Elkhorn Electric**

**Charmaine:** In past discussions it was mentioned that there have been some issues in the back parking lot caused by people sleeping in the bushes, in their vehicles which are parked in the lot and garbage being dumped in the Port cans.

Per request, John Train, Elkhorn Electric (previously Ladd Electric) provided a bid to install 3 Ring security cameras plus labor. There will also be an additional monthly charge to Ring for monitoring and video storage of up to 60 days.

There was discussion questioning the number of cameras in the bid and whether there was a real need for three cameras. If the plan were to monitor all three sides - then three would seem appropriate. The Commissioners requested that John provide a schematic of what coverage would look like with 2 and with 3 cameras.

To keep from moving the installation back, a motion was decided upon with a “not to exceed” amount.

- ✓ **Commissioner Bridge made a motion to approve the proposal from Elkhorn Electric to install security cameras in the back of the building in the amount not to exceed \$2,827.00, 2<sup>nd</sup> by Commissioner Nelson. Motion passed by unanimous vote.**

### **3. Tree removal – V-Kley's Tree Service LLC**

There are some very large trees along the side of the back parking lot that cause a mess and are a concern that the larger cedar trees may blow over at some point. Nick

VanderKley has looked at them and provided a bid to remove the majority of the trees and brush.

- ✓ **Commissioner Jones made a motion to approve the proposal for tree removal from V-Kley's Tree Service LLC in the amount of \$3,200, 2<sup>nd</sup> by Commissioner Nelson. Motion passed by unanimous vote.**

#### **4. Parcel 3 discussion**

**Charmaine:** Gave a full history of past discussions (see dialog on Business item #4) regarding The Port and Christian Walter's desire to enter into a lease to own option of Parcel #3 in the Industrial park.

**Keith:** Since there isn't a particular proposal to talk about, it appears that tonight's discussion is about whether the Commissioners are willing to sell this property and if they are, that would then allow for Charmaine to move forward with a structure and proposal for a potential buyer.

Keith polled the Commissioners on whether they would be willing to sell Parcel #3:

**Lee:** Yes, don't see where there is a great use for that property.

**Barry:** Is of the same opinion as Lee if the price were closer to \$159,000 vs. \$100,000.

**Carey:** Does not want to sell it. A lease to own would not provide any immediate cash up front, so there wouldn't be money readily available to reinvest in another property.

**Keith:** Is interested in selling the property for the right price. He felt it would be good economic development to sell the property to Christian.

**Charmaine:** Asked for clarification, would the Commissioners be interested in selling if the price were \$159,000 and not lower?

Carey suggested setting the price at \$175,000 and opening the sale up to an open market, he thought that there may be someone who is unaware that the property is available and would come up with cash.

Conclusion of the poll showed that 3 Commissioners (Keith, Lee & Barry) were interested in potentially selling and 1 Commissioner (Carey) was not.

The discussion then changed to whether or not the Commission was willing to carry a note if there were a sale.

**Lee:** Would much rather receive proceeds from a sale that could be turned around and reinvested into something that is more in line with the mission and focus of The Port.

After some discussion it was concluded that the Commissioners were not interested in carrying a note for a sale.

Keith summed up the board's discussion for Charmaine to take back to Christian; yes they would be interested in selling but would prefer to not carry the note on the sale. If Christian wanted to come back with another proposal that included a significant cash down payment that may be an option the board would consider.

#### **5. S.T.E.P. Proposal – Deb Yates**

Deb was requesting funding for both a Seine Net and a Dissolved Oxygen Sensor.

The existing net was stored in a shed this year and rodents got into the shed and damaged it beyond repair.

ODF&W provided S.T.E.P. with an alarm system but they still need a Dissolved Oxygen Sensor as part of that project. Originally STACK had given S.T.E.P. a grant to cover the sensor costs but, due to issues with incorrect product information that caused a delay in ordering the sensor, the STACK grant has expired at the end of the fiscal year.

Deb explained how vital it is to have a sensor through all phases of hatching and raising fish at the S.T.E.P. hatchery.

- ✓ **Commissioner Nelson made a motion to approve funding for a replacement net and the oxygen sensor to the S.T.E.P. program in an amount not to exceed \$1,500, 2<sup>nd</sup> by Commissioner Jones. Motion passed by unanimous vote.**

#### **REPORTS:**

##### **STAFF REPORT:**

**Charmaine:** The Winchester Bay dock brought in \$1,541 for the month of July and the ice machine brought in \$857.

The announcement regarding the Commissioner position that Steve Reese vacated was sent to The World newspaper but it took two weeks before the paper published it. Charmaine requested that the board postpone that discussion for another month.

Congressman DeFazio has scheduled town hall meetings in Gold Beach, Brookings and Coos Bay. If anyone is interested let her know and she will provide the details.

##### **SALMON HARBOR MANAGER:**

**Carey:** Bids were opened for the RV Expansion in Salmon Harbor. It was nice to see how many local contractors got the bids for the project which is going well.

Paul has received several calls about the boat that sank in Scholfield Slough. The boat was tied to Rick Beck's dock, who called the state to see what his options were. He was told that he doesn't own the water under the dock therefore there is nothing he can do. As it is right now, it's still in the water and the situation is at a standstill.

Good news from the oyster business that suffered a fire recently. Cindy Sardinia, the owner, has decided to rebuild. Right now they are waiting for PUD to hook them up with temporary service so they can get their incubators running and start growing oysters, and they will start rebuilding in the future.

**COMMISSIONERS:**

**Lee:** Doesn't feel like he is able to contribute as much to The Port as he would like. Wondering if anyone else felt the same way. Proposed having a brainstorming session sometime in the future. Would like to discuss and develop something that would be viable for The Port's future. Plans were discussed to schedule a workshop sometime this fall to discuss potential investments and Port involvement, with the idea of possibly having it an hour before a regular meeting starts.

**Keith:** After a lot of thought he has arrived to a point where he feels that The Port may want to consider getting out of the Intergovernmental Agreement (IGA) with Douglas County. At Keith's request a letter was recently sent out to the other Commissioners asking how they felt about the idea. Salmon Harbor is a county facility which The County has claimed more so in recent years than in the past.

**Carey:** Has concerns of what will happen with Salmon Harbor, dredging and the Commercial Fishing fleet if The Port were to get out of the IGA. Chris Boice has already said during a recent public meeting "there isn't enough money coming in from the commercial fleet for it to pay for itself".

Keith has had those same concerns but, after thinking this over he feels that it may be time for The Port to get out. The Port can and will stay involved with dredging, the whole reason The Port and The County came together with the IGA in the first place was because The Port can access dredging funds and County cannot.

During discussion it was brought up that without the IGA, the Salmon Harbor Management Committee would probably go away, which would open up the possibility of The County taking over Salmon Harbor.

Keith asked the commissioners to consider this option. After a new commissioner has been chosen and is up to speed, this would be a good discussion for a future work session like Lee requested earlier in the meeting.

**The meeting was adjourned at 8:06 p.m.**

The next Port of Umpqua Regular Meeting will be held September 18, 2019 at 7:00 p.m. at the Port of Umpqua Annex building, 1841 Winchester Ave., Reedsport, Oregon 97467.

**\*\*Note: THESE ARE QUESTIONS FROM THE COMMISSIONERS WHILE SIGNING CHECKS, BOTH AT THE END OF THE MONTH, AND DURING THE CHECK SIGNING AT THE MEETING:**

**7/31/19:**

**Commissioner questions from check signing at end of the month to be included in the August 21, 2019 minutes:**

**Steve:** Where exactly does the state transit tax go?

**A:** It is supposed to help with public transportation projects.

Checks were signed by Commissioners Tymchuk and Reese.

**Questions from check signing at the August 21, 2019 meeting:**

There were no questions.

Checks were signed by Commissioners Nelson and Jones.

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Keith Tymchuk, President

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Karen Halstead, Admin. Assistant